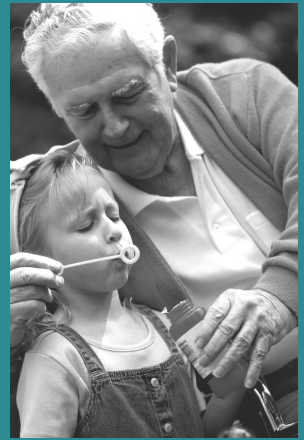


# DCAP

Reduce your federal  
income and social  
security taxes...

Join the **Dependent  
Care Assistance  
Program**



**DRS**  
Department of  
**Retirement  
Systems**

## Discover more about how DCAP can work for you

Dependent Care Assistance Program (DCAP) participation can reduce your federal income and social security taxes. It's easy - you set aside an equal portion of your earnings each pay period during the year, before these taxes are computed. The amounts set aside are then used to reimburse your dependent care expenses.

DCAP provides a simple, efficient and cost-effective opportunity for you to pay for dependent care expenses. If you have young children or elderly parents - you may be able to save hundreds of dollars in taxes annually by taking advantage of DCAP.

Current state employees must enroll during the November open enrollment period. New employees may enroll within 60 days of their hire date. A change in status provides for mid-year enrollment and election changes. Qualifying changes in status allow more flexibility in mid-year elections.

For a personalized report showing the effect on your take-home pay, complete the form at right, print out a copy, and mail along with a copy of a recent pay stub.

For additional information, contact DCAP at (360) 664-7111 or toll free at 1-800-423-1524 and select option 4.

**Important to note:** If you are currently participating and wish to continue in the following calendar year, you must reenroll during the November open enrollment period.



**Yes! I want to reduce  
my dependent care costs**

☐ Please send me a DCAP Information Packet

*(Please print)*

Name \_\_\_\_\_

Daytime Phone (       ) \_\_\_\_\_

Home Address \_\_\_\_\_  
\_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Employer \_\_\_\_\_

To see the effect on your take-home pay, include a copy of your recent pay stub with this card.

Proposed Monthly Amount Set Aside  
for DCAP: \$ \_\_\_\_\_

Mail completed form to:

DEPARTMENT OF RETIREMENT SYSTEMS  
DEPENDENT CARE ASSISTANCE PROGRAM  
PO BOX 40931  
OLYMPIA, WA 98504-0931

Alternate formats available upon request.  
Washington State Department of Retirement Systems, September 2003